

- The Municipality should reserve the right to reject any, any part of, or all proposals; to waive informalities and technicalities; and to accept the proposal that the Municipality deems to be in its best interest. Proposal price should be a major consideration, but lowest dollar cost proposal should not be the sole criteria to be considered.
- Each proposal submitted should itemize the Company qualifications and experience. The Company should submit a complete client list of municipalities to which it has rendered services during the last five (5) years. At least three (3) such projects should have been performed for a Municipality whose assessment list is comparable.
- The Company should employ experienced and competent appraisers who have been approved first by the NH Department of Revenue Administration and then by the Municipality, in the grading, classifying and appraising of all property covered by this contract including all necessary field appraising of all property covered by this contract. All necessary field assistants employed by the Company should be competent to perform the work they are called upon to do.
- The Municipality should furnish the Company sufficient office space and necessary office furniture.
- All field personnel should carry suitable ID cards, which should include an up-to-date photograph, supplied by the Company and signed by the Governing body
- Protection of the Municipality
 - Performance Bond
 - Indemnification and Insurance
- Completion date, time schedule & failure to complete on time penalty.
- Payment schedule
- Public relations
- Records, supporting documentation & USPAP report